

Approved For Release 2005/11/29 : CIA-RDP58-00039A000200020095-5

Office Memorandum • UNITED STATES GOVERNMENT

TO : C/Plans and Policy Staff

FROM : C/Junior Officer Training Program

SUBJECT: Weekly Activity Report #40
28 September - 4 October 1955

DATE: 5 October 1955

A. SIGNIFICANT ITEMS

1. In order to better serve the Agency as a whole, DTR has authorized a change in requirements for certain members of the JOT Program. Whereas in the past all JOT's have been cleared for duty overseas, as well as at Headquarters, and also for sensitive operations, we will now accept for service, presumably in the DDI, those who do not have Full Duty/General, or for the DDP, those whose clearance is limited to Top Secret. In each case, however, the candidate must be qualified in other respects to meet JOT standards and an explicit agreement must be made with him before EOD that his duty may be limited according to whichever requirement (medical or special security) is waived. Through taking this action, it is expected that the number of JOT's will be increased without reducing the quality of the specific performance of any individual in the Program.

2. A report on the background and present status of each JOT who is considered technically to be ready for permanent transfer to a substantive office, together with a statement of that Office's attitude toward taking him on its T/O, has been presented to the ADD/S. (Ref. Report #39, A.2)

B. OTHER ACTIVITIES

1. Conversations continue with A&E Staff on how best to provide analyses of test results which will assist JOTP in discriminating between those candidates for the Program who should be rejected and those who should be brought to Headquarters for pre-employment medical examinations and interviews.

2. [] OCB has been notified that in all probability we will not be able to provide a replacement for [] when he completes his agreed-to tour of on-the-job training with that office.

3. JOT's are taking the following courses:

BOC #22

25X1

~~SECRET~~ ~~CONFIDENTIAL~~

JOB NO. [] DOC NO. 14 NO CHANGE
 IN CLASS [] CLASS [] TO: [] RET. JUST 22
 NEXT REV DATE 09 [] 13 Dec 59 [] TYPE DOC. 02
 NO. PGS 3 ORIGIN DATE [] ORG COMP [] OPI [] ORG CLASS 5
 REV CLASS C REV COORD. [] AUTH: HR 70-3

STAT

25X1

25X1

SECRET

Approved For Release 2005/11/29 : CIA-RDP58-00039A000200020095-5

25X1
25X1
25X1
25X1

[] Elementary French
[] Intermediate Russian Reading
[] Effective Writing
[] French & German self-study

4. C/JOTP briefed the new [] for three hours on the JOT Program. This meeting was an informal discussion in which the various men showed very considerable interest. They were:

25X1



25X1

5. A study of the progress of JOT's who have been permanently transferred to other offices, their present positions and grades, their promotions since leaving the Program, and in those cases in which it applies, their resignations and the reasons therefor is nearing completion. This detailed study of each individual will be summarized in a report to the DDS who has requested this information.

6. JOT's [] in the surveillance problem of the Operations Support Course.

25X1

25X1 25X1
7. Meetings on the subjects indicated were held with the following officials: D/Pers (final decision on the [] case); Messrs. [] Office of DDI (possible assignment of a JOT overseas with him); [] A&E (testing estimates); [] (return of [] to OTR on completion of his overseas tour); [] (additional JOT for training purposes to help him out in a difficult situation); [] and [] RR (policies and procedures of JOT Program); and [] A&E (making greater use of course results in guidance of JOT').

25X1
25X1

25X1

8. C/JOTP attended the briefing by OO. Note: It is planned that either Chief or Deputy Chief will attend each briefing of this series in the future.

Approved For Release 2005/11/29 : CIA-RDP58-00039A000200020095-5

SECRET

~~SECRET~~

-3-

~~CONFIDENTIAL~~

9. [] has been assessed.

10. [] has been temporarily attached to OCI for on-the-job training.

11. Security violations have been incurred by [] (leaving classified material on desk over night) and [] (open safe). Each has been reprimanded and assigned one week of security duty as a penalty.

12. [] is helping in instruction of Russian under Mr. [] until he enters the military service.

13. Meetings were held with the following JOT's: [] (report on activities); [] (return to the [] for completion of his military tour); [] (return to the [] for completion of his military tour); [] (language study); [] (research on JOT's who have been permanently transferred); and [] (general matters).

C. PERSONNEL NOTES:

1. Interviews were held with six JOT candidates.

2. Three new files were reviewed and the prospects called in for testing and pre-employment medical examinations. A request for temporary action was submitted on []

~~SECRET~~

~~CONFIDENTIAL~~